

**REDACTED  
FOR PUBLIC INSPECTION**

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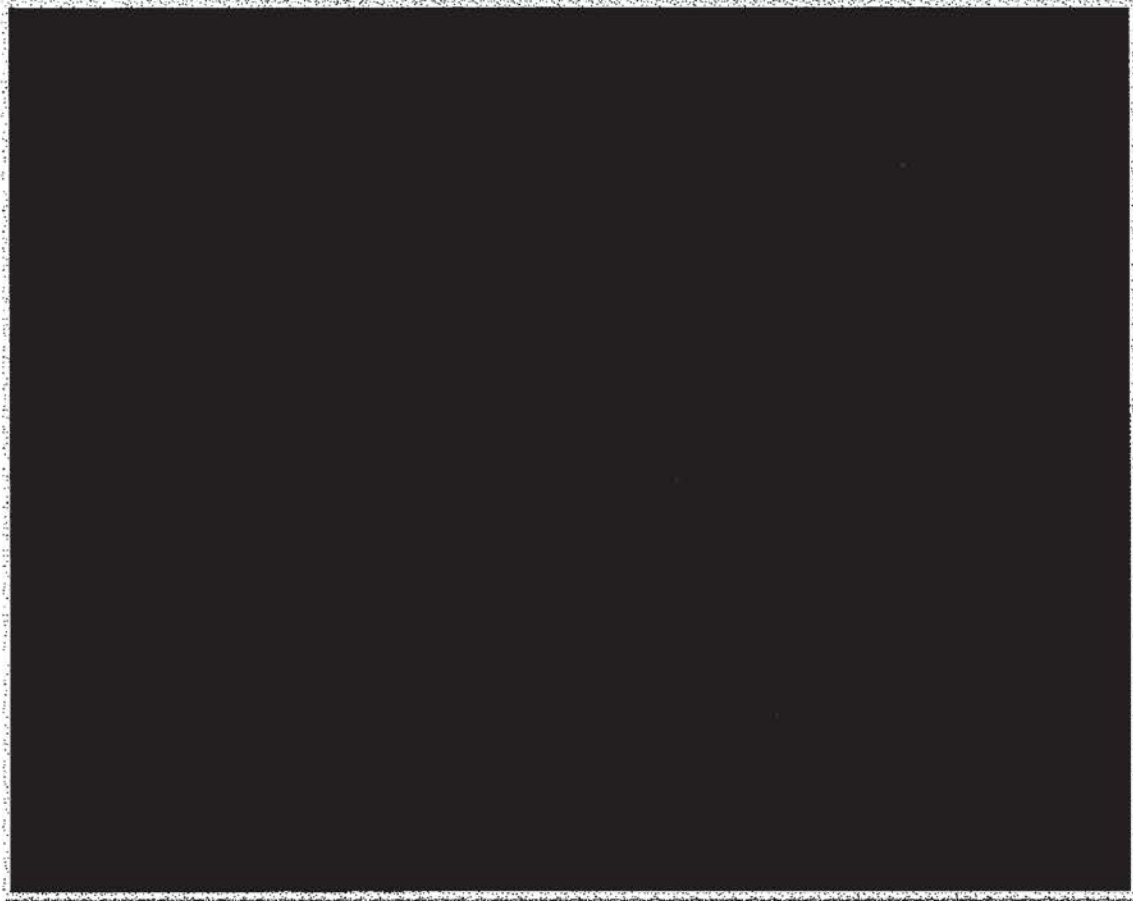
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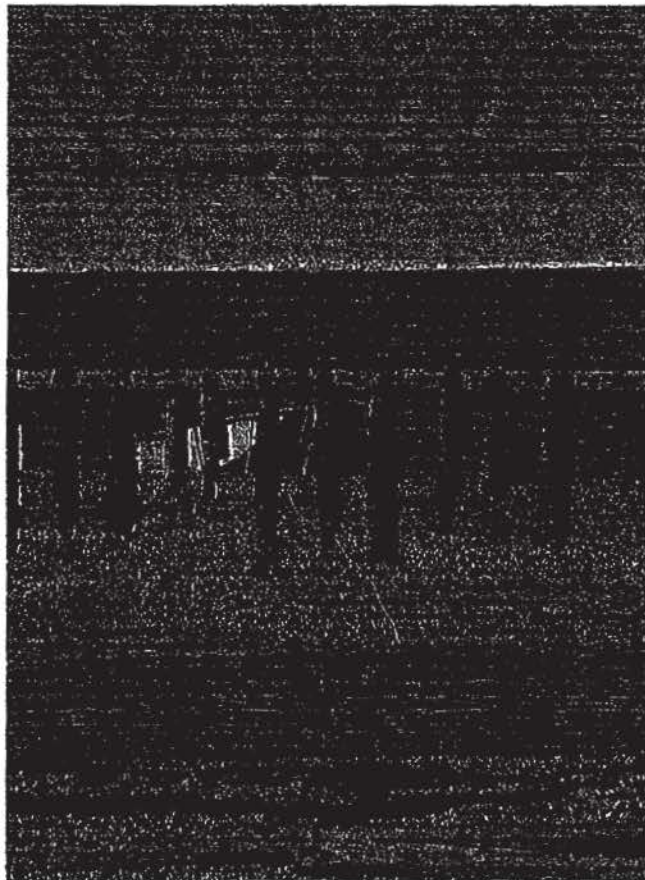
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FOR PUBLIC INSPECTION**



Arctic Slope Telephone Association Cooperative, Inc.

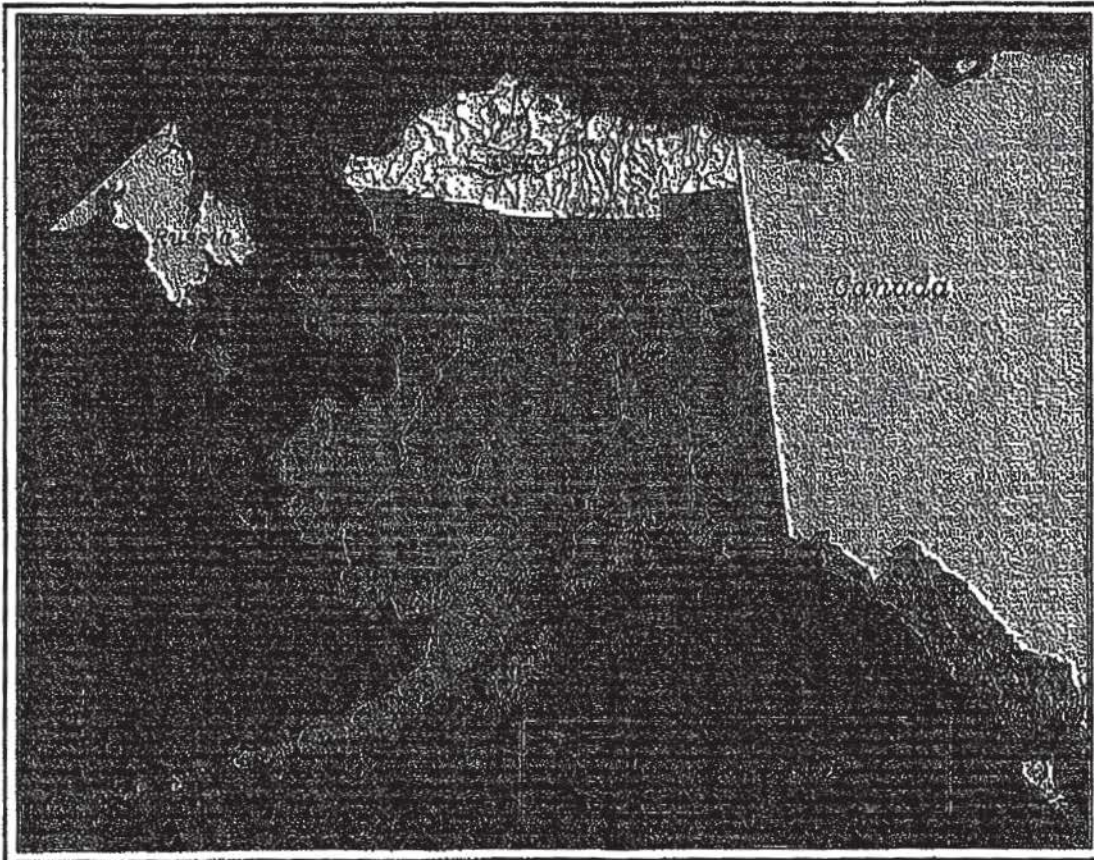
Certification of Tribal Engagement

For the Year Ending December 31, 2014





**Service Area Description:** Arctic Slope Telephone Association Cooperative, Inc. (ASTAC) serves the North Slope Region of Alaska. Our service area encompasses over 89,000 square miles and has seven traditional Native villages, the City of Barrow and the oilfields of Prudhoe Bay scattered across that expanse. With the exception of Prudhoe Bay, which is built out from the terminus of the Dalton Highway, all other villages can only be reached year round by aircraft.



**Tribal Entities:** There are ten federally recognized Tribal Entities within ASTAC's serving area. Each of the seven villages and Barrow has a Native Village organization. Arctic Slope Native Association (ASNA) is the Tribal Entity that manages the Samuel Simmonds Memorial Hospital in Barrow and the Inupiat Communities of the Arctic Slope (ICAS) serves as an "umbrella" government for eight remote Inupiat villages known as the Inupiat "community" spread out along the Arctic Ocean and in the interior, just above the Arctic Circle.



**The Process:** Following the guidelines in DA 12-1165, ASTAC's Executive Leadership Team made multiple attempts to either coordinate telephonic meetings for Tribal Engagement or meet the requirement through proxy of the engagement process by the tribal entity to the village's elected Director to the ASTAC Board. Tribal leadership points of contact were updated to reflect current information (Tab 1). A cover letter was created to explain the new process and asking for the Tribal Entity's cooperation in meeting our Tribal Engagement obligations. The cover letter borrowed heavily from DA 12-1165. The cover letter was attached to a Tribal Pre-meeting questionnaire which also extracted the questions from DA 12-1165 for Native leaders to consider prior to the telephonic engagement meeting. These two documents were sent on October 17, 2014. An example of the cover letter and a blank Tribal Pre-meeting Questionnaire can be found at (Tab 2).

The cover letter and pre-meeting questionnaire did not elicit a response from any of the Tribal entities who have not asked to be represented by their Tribe's Director on the ASTAC Board. Following the mailing of the first letter, ASTAC had a regularly scheduled Board meeting on October 22d, where the Board approved numerous ongoing engagement items. Minutes for the Open portion of the meeting, including Board approval of engagement activities can be found at (Tab 3). At this same Board meeting, Directors residing in the 5 communities who had been non-responsive to the engagement interaction were asked to do a personal follow up with the Tribal entity and all agreed to do so. The next step in the process was to do a second mailing of the engagement letter on December 10, 2013 with a cover letter reintroducing what we were trying to achieve (Tab 4). Following this mailing, Charlie Carpenter, Chief of Network Operations requested a telephonic meeting. Telephonic logs for each Tribal Entity who did not proxy representation to their elected Director can be found at (Tab 5).

Following multiple attempts to engage Tribal Leadership from October through December 2014, we were successful in connecting with 60% (six) of the ten Tribal entities. A recurring theme that was expressed in 2012 through 2014 was the appropriateness of using the ASTAC elected Board member as a representative of many of the Tribal entities, since the Board member is also a member of the Tribal entity, has received telecom specific training, and sets the direction for the Cooperative based on the will of the people who elect them. We received a written request to do so from the Native Villages of Barrow and Wainwright and verbal authorization from the Native Villages of Kaktovik, Nulqsut, Point Hope, and Anaktuvuk Pass (Tab 6).

I certify that the above description of ASTAC's Tribal Engagement is a fair and accurate documentation of our efforts and that a copy of this certification has been provided via USPS to all of our Tribal entities.



December 31, 2014

Stephen L. Merriam, CEO

Date



**Tab 1**

**2014 Tribal Leadership Roster**

**ICAS-Barrow**  
**Doreen Lampe, CEO**

**ASNA**  
**Marle Carroll, Director**

**Native Village Tribal Council-Presidents**

<b>Thomas Olemaun</b>	<b>Barrow</b>
<b>Edward Rexford Sr.</b>	<b>Kaktovik</b>
<b>Howard Patkotak</b>	<b>Wainwright</b>
<b>Margaret Pardue</b>	<b>Nulqist</b>
<b>Jack Schaffer</b>	<b>Pt. Hope</b>
<b>Margaret Ahngasak</b>	<b>Atkasuk</b>
<b>Pres. Village Council</b>	<b>Anaktuvuk Pass individual stepped down, no one at this time</b>
<b>Leo Ferreira</b>	<b>Pt. Lay</b>



Arctic Slope Telephone Association Cooperative, Inc.  
4300 B Street, Suite 501, Anchorage, AK 99503  
907-563-3989 • 1-800-478-6409 • f: 907-563-1932

October 17, 2014

Tab 2

Mr. Howard Patkotak, President  
Village of Wainwright  
P.O. Box 143  
Wainwright, AK 99782

Dear Mr. Patkotak:

This letter is intended to help facilitate engagement between Tribal government officials and ASTAC, which provides service on Tribal lands with the use of Universal Service Fund (USF) support. In 2012, ASTAC met with all tribal entities on the North Slope. Based on feedback we received from Tribal leadership, we are amending our process to better collaborate with you.

A number of tribal entities pointed out that ASTAC has an elected Director to our Board representing your community. All Directors receive extensive industry training in telecommunications, meet four times yearly to set direction for the Cooperative and could potentially be a great resource in directing the Cooperative relative to your planning. It was highly suggested that the Director coordinate with you and speak for your tribal entity, engaging the Cooperative management team on your behalf. This would be much more responsive to your evolving needs due to the quarterly standing Board meetings where you could be represented. It would also save the membership a significant amount of money. For instance, in-person tribal engagement in 2012 cost the Cooperative almost \$28,000. Five of the ten tribal entities for the North Slope have adopted this approach in 2013, saving the membership significant money better used to upgrade the network for future offerings.

If this alternative approach makes sense to you, please email me at [steve@astac.net](mailto:steve@astac.net) and confirm your interest in using our Board member as your organization's representative for telecommunications issues, and we will take it from there. Thanks for your consideration of this tailored approach.

Best Regards,

Stephen Merriam, CEO

ASTAC, Serving the North Slope of Alaska since 1980

## **Tribal Government Pre-Meeting Questionnaire**

### **Needs Assessment and Deployment Planning**

*What are the Tribe's communications goals, needs, and priorities, as well as what the Tribe intends to do with communications services?*

*What core community or anchor institutions are central to deployment and what in the nature and operations of these institutions is relevant to the need for communications services?*

*Are there economic factors and possibly Tribally-driven opportunities that will assist in making the business case for deployment on Tribal lands, as well as opportunities where Tribal governments and communications providers can partner.*

*ASTAC has an elected Director to our Board representing your community. All Directors receive industry training in telecommunications, meet four times yearly to set direction for the Cooperative and could potentially be a great resource in directing the Cooperative relative to your planning. Would you like the Director to speak for your tribal entity and engage the Cooperative management team on your behalf?*

## **Feasibility and Sustainability Planning**

*Are there specific challenges associated with deploying and sustaining a communications network on your lands?*

*Many federal grant or loan programs provide direct access to, or particular standing for, Tribal Nations and their entities. That is, there are federal government programs that support infrastructure deployment and support the economic, health, safety, and welfare missions in Native communities. Are there any additional resources the Tribal entity may bring to bear in feasibility and sustainability planning for communications services?*



### **Marketing Services in a Culturally Sensitive Manner**

The Tribal engagement obligation provides Tribal governments and ASTAC with the opportunity to discuss and explore ways in which we can coordinate or partner to ensure that services are marketed in a manner that will relate directly to the community, resonate with consumers, and stimulate increased adoption of services on Tribal lands.

*Would you be interested in developing materials, separately or jointly, specific to the Tribal community?*

*Would you like to review and comment on our marketing materials as part of the development process?*

*What other elements of our respective organizations may need to be engaged? For Tribal governments, this may mean administrative planning, community service, and other governmental offices. For ASTAC, this may mean customer service, technical assistance, and commercial business divisions.*

#### **Rights of Way and Other Permitting and Review Processes**

There are numerous regulatory processes with which ASTAC must comply in order to provide communications services on Tribal lands, including rights of way, land use permitting, facilities siting, and environmental and cultural review processes.

*Are there additional regulatory processes beyond those practiced and disclosed by ASTAC that should be incorporated in serving Tribal lands?*

### **Compliance with Tribal Business and Licensing Requirements**

As sovereign institutions, Tribal governments have the authority to impose Tribal business and licensing requirements on all entities doing business on their lands. The form of these licenses vary greatly, including certificates of public convenience and necessity, Tribal business licenses, master licenses, and other related forms of Tribal government licensure.

*Please provide a comprehensive list of any business and licensing requirements applicable to the provision of the cooperative's communications services, including an explanation of precisely what all such requirements entail, specific application procedures and timeframes, as well as the governmental offices involved in the licensing process. As part of this process, ASTAC will provide you with a list of existing licenses in place, as applicable.*

MINUTES OF THE QUARTERLY MEETING OF THE  
BOARD OF DIRECTORS OF  
ARCTIC SLOPE TELEPHONE ASSOCIATION COOPERATIVE, INC.  
HELD OCTOBER 22, 2014 IN THE CONFERENCE ROOM  
OF THE COOPERATIVE IN ANCHORAGE, ALASKA

Call to Order

[REDACTED]

Roll Call

[REDACTED]

[REDACTED]

Location

[REDACTED]

Approval of Agenda

[REDACTED]

Attorney's Report

[REDACTED]



[REDACTED]

**Approval of the Regular and Executive Meeting Sessions**

[REDACTED]

**Chief Services Officer's Report**

[REDACTED] She reminded the board that in light of the cooperative's tribal engagement responsibilities, marketing efforts were focused on the cultural sensitivities and traditional activities undertaken in the cooperative's service areas. With that background, she reported that July marketing activities included distribution of information regarding flex plans, the availability of the Samsung Galaxy S5 cellular telephone and the rollout of the new webmail system. Activities for August included the installation of a new lighted sign on the Barrow sales office, refreshment of the logo and ASTAC brand and the preparation of sports posters for the upcoming sports season. September activities included preparation of the 2015 calendar and telephone directory, the village SWOOSH promotion in six of the nine service areas, installation of mission and vision plaques in the office and the preparation of additional sports-related ads.

[REDACTED]

The board expressed its approval to both the ongoing and proposed marketing efforts described by Jodi Forsland and she was thanked for her report.

**Chief Network Officer's Report**

[REDACTED] He indicated that the network department, in an effort to satisfy ongoing needs assessment and deployment planning for communication services in the cooperative service areas, undertook a number of plant-related activities during the third quarter [REDACTED]

[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED] He also reported on recent Quintillion efforts to begin installation of shore-based facilities to support the planned undersea fiber optic cable project. The board expressed approval of the plant department's ongoing assessment and deployment efforts and thanked Mr. Carpenter for his report.

**Executive Session**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**Break**

[REDACTED]

**Board Action on Executive Session Matters**

[REDACTED]  
[REDACTED]

**RESOLUTION 2014-05**

[REDACTED]  
[REDACTED]

**RESOLUTION 2014-06**

[REDACTED]  
[REDACTED]

**RESOLUTION 2014-07**

[REDACTED]  
[REDACTED]  
[REDACTED]

**REDACTED  
FOR PUBLIC INSPECTION**

**"P" Card Presentation**

[REDACTED]

[REDACTED]

**RESOLUTION 2014-8**

[REDACTED]

**Tribal Engagement Committee Report**

President Aiken asked Steve Merriam to provide the committee report.

Mr. Merriam reminded the board that the FCC and related entities had issued further guidance on tribal government engagement obligations of telecommunications carriers in a release dated July 19, 2012. Incompliance with the requirements of the guidance, the cooperative developed an ongoing strategy for needs assessment and deployment planning, feasibility and sustainability planning, the marketing of services in a culturally sensitive matter, compliance with tribal rights of way and other permitting processes, and compliance with tribal business and licensing requirements. He indicated that each department of the cooperative now focus its efforts with respect to these matters.

Steve Merriam also reported that the cooperative had identified ten tribal entities that exist within the cooperative's service area. He indicated that an effort was made, initially in person, and later by correspondence, to contact each group individually to initiate the needs assessment process. As a result of meetings with a number of the tribal entities, it was determined that the best method of interaction with the tribal entities was for each entity to appoint the board



member responsible for the service area in which the tribal entity was located as its primary point of contact with the cooperative. And that way, the board member could communicate the ongoing activities of the cooperative to the tribal entities which, in turn, would communicate tribal entity needs to the cooperative. Mr. Merriam indicated that to date, he received letters approving this mode of interaction from five of the ten tribal entities. He indicated that efforts were underway to determine whether this plan of attack would work with the remaining entities. He also asked the Board members in these communities to reach out to the remaining five tribal entities that have not responded to numerous attempts to engage and start that dialogue. The responsible Directors unanimously agreed to do so.

**Board Committee Status Report**

[REDACTED]

**Village Concerns**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



[REDACTED]

[REDACTED]

[REDACTED]

General Interest Items

[REDACTED]  
[REDACTED]  
[REDACTED]

Adjournment

[REDACTED]  
[REDACTED]

Date: \_\_\_\_\_, 2014

[REDACTED]

ATTEST:

\_\_\_\_\_  
[REDACTED]

**REDACTED  
FOR PUBLIC INSPECTION**

**RESOLUTION 2014-05**

[REDACTED]

Tab 3

**REDACTED  
FOR PUBLIC INSPECTION**

**RESOLUTION 2014-06**

[REDACTED]

Tab 3

**REDACTED  
FOR PUBLIC INSPECTION**

**RESOLUTION 2014-07**

[REDACTED]



**REDACTED  
FOR PUBLIC INSPECTION**

**RESOLUTION 2014-8**

[REDACTED]